Roman

Shades

Can

Make

Any

Window

Beautiful

FLAT ROMAN
SHADES
HOW TO
START AND FINISH

TIPS AND
TECHNIQUES

HOW TO MATCH
AND SEW
PATTERN REPEATS

HOW TO
CALCULATE
MATERIAL NEEDED

HOW TO RIG THE
SHADE

TOOLS NEEDED

Wednesday

June 11th 2008

CHOOSE THE FABRIC THAT YOU WOULD LIKE TO SEE IN YOUR WINDOW

MEASURING THE WINDOW
Using a metal rule measure the inside of the window.
"A" = length
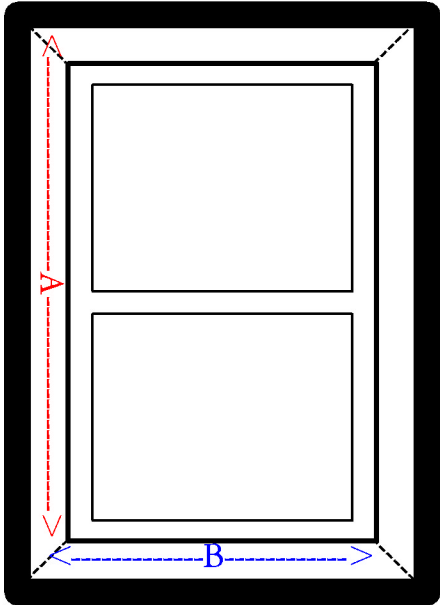"B" = width   Measure the width of the window in three (3) places.
       TOP   MIDDLE   BOTTOM
       Use the narrowest measurement for your **finished width**.
       Remember to measure every window separately.
       Especially the windows that look EXACTLY the same..

Identify the right side of the fabric. ALMOST all fabric is marked.
Identify the repeat pattern and the number of inches between repeats.
Calculate the **finished length** and **finished width** of the shade by following these
instructions:

DECORATOR FABRIC
Using the **finished length** measurement of the window, **Add** 1/3 to obtain the total length of fabric needed.
Example: **If the finished length is 60", Divide 60 by 3 which is 20". Now add 20" + 60" = 80" of fabric needed.**

Add 3" to the **finished width** measurement for the total **width** of the fabric needed.

LINING FABRIC
Add 2 1/2" to the **finished width** measurement for the total **width** of the fabric needed.
Nothing is added to the **finished length.**

MEASURE ONE MORE TIME BEFORE YOU CUT

Cut the decorator fabric and the lining fabric to your measurements.
With the right sides of the fabrics facing each other, pin together at the side edges.
       The length of the lining fabric is the same length as the decorator fabric.
       The width of the lining fabric will be 1/4" narrower on each side.

Lets go to the sewing machine.
Measure 1" in from the needle and place a piece of masking tape on the machine from back to front **as shown in photo**.
Now take your two pieces of fabric that you have pinned together to the sewing machine
Using the masking tape as a guide, seam along this line the complete length of the shade on each side.   Press the seams open to set stitching.

Turn the seamed fabrics inside out and press the seams again.
Serge or zig-zag top of Decorator fabric. Remove any excess threads.
Place the board at the top edge of the lining as illustrated and pencil mark at **arrow**.
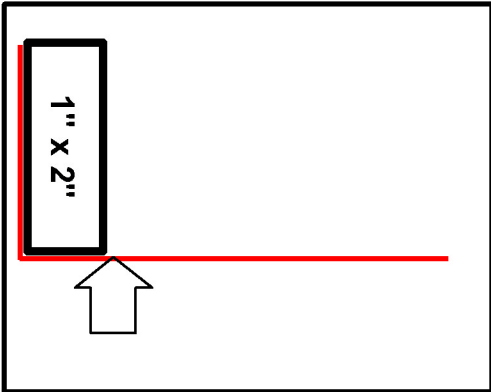Remove the board, fold the fabric at the pencil mark and press.

Measure from the folded edge to the bottom of the **finished length** and add 1/4" to the length.   Turn up and press at the **finished length.**

Rod Pocket
Sew in a 1 & 1/2" rod pocket at the bottom of the shade
Seam one end of the rod pocket closed.

ATTACHING THE RINGS

Use a carpenters square to mark the ring placement.

Place the carpenters square on the edge of one side of the fabric.

Pencil mark a spot for the ring   1" from the left edge of the fabric and

8" **down** from the top edge of the fabric

Pencil mark the next spot as shown on diagram

8" **down** and 1" in from the left edge of the fabric.

Continue until you reach the bottom.

The last spot in the line should be close to, but not less than 5" from the rod pocket.

Repeat the steps above for the right side

All of the rows of rings should be approximately 12" apart.

The following formula will help establish how many rows you need.

Measure the inches between the two outside rows.

Sample Measurements: 48 Wide X 12 = 4 Rows of rings 12" Apart.

60 Wide X 12 = 5 Rows of rings 12" Apart

72 Wide X 12 = 6 Rows of rings 12" Apart

84 Wide X 12 = 7 Rows of rings 12" Apart

96 Wide X 12 = 8 Rows of rings 12" Apart

Attaching the rings to the shade.

Set the sewing machine for **Button Placement.**

Lower feed dogs and remove the sewing foot and set zig-zag for widest stitch.

Attach the first ring using 10 "zigs" and "lock in stitch" to secure.

Don't cut the thread, just move on to second ring.

When all rings on one row are attached, then cut and move to the next row.

All threads can be cut and trimmed after all rings are attached.

CUTTING AND INSTALLING MOUNTING BOARD

Cut a 1" x 2" clear pine board 1/2" shorter than the **finished width.**

Pre-drill - 3 - 1/4" holes in the 2" side of the board   >>>>>>>>>>

Drill the first hole in the center of the board.

Drill the second hole 10" from the end of the board.

Drill the third hole 10" from the other end of the board.

Cover Board with lining like you would wrap a present.

Tape the lining in place with masking tape, then staple.

Use tack hammer to secure the staples into the wood.

Use as **few** staples as you can to keep the fabric in place.

Place the shade right side up on top of the 2" side of the board.

Make sure the top edge of the fabric is at the top edge of the board.

Staple the shade to the board with 3/8" staples. Be careful. Do not staple

Into the pre-drilled holes. Use tack hammer to secure the staples into the wood.

INSTALLING SCREW EYES

Drill a 1/2" **pilot hole** for each screw eye with a 1/16th drill bit.

Each **pilot hole** should be in line with row of rings.

Twist a **"#12"** screw eye into the pilot hole.

< 1"   FROM EACH SIDE   >

1" x 2"

1" x 2"

<<< Screw eye

RIGGING THE SHADE

First select which side of the shade you want to mount your pull cord.

Remember, at this time you are looking at the lining.

Cut a piece of Cord that is three (3) times the **finished length** of the shade.

Use a square knot to tie the Cord to the bottom ring that is on opposite side

Of the pull Cord**.**   **See illustration**

Seal the knot with clear nail polish.

Thread the cord **up** through all of the rings until you reach the board.

Thread the Cord through the first screw eye from the outside in

And continue threading the Cord through all of the screw eyes.

Repeat this step for each Cord.

Before attaching the shade to the window, press shade one more time. While

the shade is still in this position,

you can braid the Cords that come together on the pull end.

Start 2" below the spot where all of the Cords come together and braid to the end.

Slip a Decorator Knob onto the end of the braided Cord.

Knot the Cords together and Seal with clear nail polish.

Slip the Decorator Knob down to cover the knot.

PULL CORD
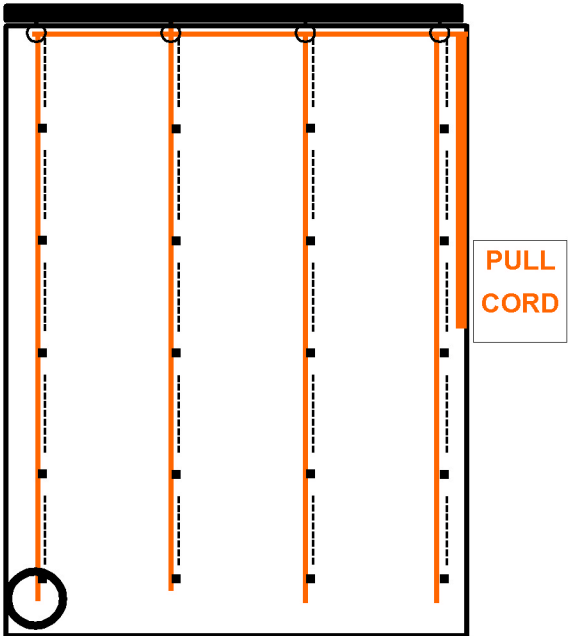
FINALLY ... LETS ATTACH THE SHADE TO THE WINDOW FRAME

The window is usually framed with sheet rock.

That is OK.

Use the three pre-drilled holes in the wrapped the board and

Insert a 2 &1/2 # 10 screw into each hole as shown.

Turn the screw clockwise in the hole until it pokes through the other

This action will hold the screw in place until you are ready

To mount the shade to the window frame.

SHEET ROCK FRAME

FINISHED SHADE > >   side.

You may need some help.

Hold the shade in place and use an electric screw driver to turn the center screw into the sheet rock about 2".

Do the same with each of the other screws.

Once you have all three (3) screws in place, finish turning the screws until they are tight.

STAND BACK AND ADMIRE YOUR WORK

IT IS BEAUTIFUL.

THE NEXT ONE WILL BE EASIER

JOB WELL DONE

DON'T FORGET MEASURE TWICE AND CUT ONCE

Tools Needed

Metal tape measure
Carpenters square
Scissors
Iron
Masking Tape
Sewing Machine
Large Surface (4' X 8' is Good)*
Preferably padded to press
Staple Gun
Tack Hammer
Drill and Bits
Screw eyes

* 4' x 8' x 3/4" Plywood is a good size and reasonable
Saw Horse for Legs for the board
Muslin and Cotton batting

NOTES